

**Village of Indian Head Park
201 Acacia Drive
Indian Head Park, IL 60525**

**MEETING MINUTES
BOARD OF TRUSTEES**

“Pursuant to 5 ILCS 120/2.06 (3) minutes of public meetings shall include, but need not be limited to a general description of all matters proposed, discussed, or decided and a record of votes taken.”

Thursday, July 11, 2013

7:30 p.m.

CALL TO ORDER – MAYOR RICHARD S. ANDREWS

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, July 11, 2013 at the Municipal Facility, 201 Acacia Drive, and was called to order at 7:30 p.m. by Mayor Richard S. Andrews. Village Clerk Joseph Consolo called the roll as follows:

ROLL CALL: JOSEPH CONSOLO, VILLAGE CLERK

PRESENT (AND CONSTITUTING A QUORUM):

Mayor Richard Andrews
Trustee Tom Hinshaw
Trustee Brenda O’Laughlin
Trustee Norman L. Schnauffer
Trustee Matt Walsh
Trustee Amy Jo Wittenberg

ALSO PRESENT:

Frank Alonzo, Chief of Police/Administration
Dave Brink, Administration Services
Steve Busa, Treasurer
Joseph V. Consolo, Village Clerk
Richard Ramello, Counsel, Storino, Ramello & Durkin
Edward Santen, Water/Public Works Superintendent

NOT PRESENT:

Trustee Brian T. Bailey

PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Andrews and the Board of Trustees led the audience in reciting the Pledge of Allegiance to the Flag: *"I Pledge Allegiance to the Flag of the United States of America and to the republic for which it stands, one nation under God indivisible with liberty and justice for all"*.

PUBLIC HEARING REGARDING THE PROPOSED APPROPRIATIONS ORDINANCE FOR FISCAL YEAR BEGINNING MAY 1, 2013 AND ENDING APRIL 30, 2014 (DISCUSSION AND A VOTE WILL TAKE PLACE)

Review of Appropriations Ordinance for Fiscal Year 2013/2014

Mayor Andrews convened the public hearing regarding the proposed appropriations ordinance for fiscal year beginning May 1, 2013 and ending April 30, 2014. He noted the Village is required to pass an appropriations ordinance by law and also later in the year a tax levy and these documents are very important to the financial viability of the Village going forward. Mayor Andrews stated an ordinance was presented to the Board for review which needs to be passed by this month. Mayor Andrews read a letter into the record on behalf of Trustee Bailey as follows: *"Mayor Andrews, unfortunately I am unable to attend the July 11, 2013 meeting of the Village Board of Trustees. I had every intention of being present but a last minute change in a personal matter has taken me out of town. I regret that as I believe this is the first meeting I have missed in my over six plus years serving as trustee and as the public works liaison I wanted to be present for the discussion on the street maintenance. I know Chief Alonzo, Superintendent Santen and Trustee Wittenberg have reviewed the materials provided to date and I am sure can explain where we stand on this issue to date. In light of not being able to attend, I would request if possible that you read this e-mail in its entirety at the Board meeting as I am very aware of the important task of voting on the proposed ordinance making appropriations for general corporate and special purposes for the Village of Indian Head Park. Based on my prior experience on the Board, I am fully aware that the law requires the Board of Trustees to pass an appropriations ordinance by the end of this month so that the Village can continue to operate and meet its obligations. I have reviewed the proposed appropriations ordinance, and if present, I would vote in favor of passing it. Again, I apologize for not being able to be present personally at the meeting and I look forward to seeing all of you at next month's Board meeting. Trustee Brian Bailey."*

Dave Brink stated the appropriations ordinance was created from the budget, there is a 25% contingency in each line item but that does not mean the Village will spend those amounts, Village counsel has confirmed that the contingencies are included so that the Village does not go over a specific line item so that another public hearing and another appropriation ordinance is not needed. Dave Brink stated it is important to have a budget done before an appropriations ordinance is available for inspection ten days before the hearing and it has been available on-line and in the front office for inspection since July 1st.

Dave Brink summarized the total appropriations categories as defined in the ordinance as follows: Article 1, General and Corporate Purposes, Section 1, President and Village Board \$55,250; Section 2, Administration \$237,430; Section 3, Public Works \$295,273; Section 4, Police \$1,526,696; Section 5, Building and Grounds, \$57,188, Section 6, Building Department \$22,750; Section 7, Planning and Zoning, \$2,500; Section 8, Fire and Police Commission, \$5,250; Section 9, General Accounts, \$484,615; Contingencies (5% over the entire general purpose fund), \$134,348 and the Total Corporate Fund Appropriations are \$2,821,299; Section 10, Water Expenses, \$1,410,491; Section 11, Sewer Expenses, \$134,498; Section 12, Water and Sewer General Accounts \$43,233, Contingencies (5% over the Water/Sewer Funds) \$79,411 and the total appropriation for the Water and Sewer Fund is \$1,667,632. Section 13, Motor Fuel Tax Fund is \$144,254; Section 14, E911 \$64,388 with a contingency of \$3,219. The total appropriation for General Corporate Purposes is \$4,700,792. Article 2, Special Purposes, Illinois Municipal Retirement Fund \$206,366; Section 2, Social Security Tax, \$145,564, Section 3, Audit, \$39,525; Section 4, General Liability Insurance, \$93,380; Section 5, Bonds and Interest, \$193,626; Section 6, Special Parks Fund (S.E.A.S.P.A.R.), \$31,009. The total appropriation for special services is \$709,470 and the grand total appropriations for all items for fiscal year 2013/2014 is \$5,410,262.

Trustee Hinshaw asked Dave Brink to review the formula how the numbers from the budget are reflected in the appropriations ordinance with contingencies. Dave Brink stated each line item in the budget is also in the appropriations ordinance and 25% is added on top of the budgeted amounts. Trustee Hinshaw asked if calculations are added at the end of the columns across the Board in each line item every year. Dave Brink stated 25% is added on every line item plus 5% at the bottom of each section.

Public Comments

There were no public comments from the audience. Therefore, Mayor Andrews entertained a motion to close the public hearing regarding the Appropriations Ordinance for Fiscal Year 2013/2014. Trustee O'Laughlin moved, seconded by Trustee Walsh, to adjourn the public hearing. Carried by unanimous voice vote (5/0/1).

Approval of Appropriations Ordinance for Fiscal Year 2013/2014 (Ordinance #2013-7)

Mayor Andrews entertained a motion to approve the ordinance making appropriations for general, special and corporate purposes for the Village of Indian Head park for fiscal year beginning May 1, 2013 and ending April 30, 2014. Trustee Schnaufer moved, seconded by Trustee O'Laughlin, to approve the appropriations ordinance for fiscal year beginning May 1, 2013 and ending April 30, 2014, as presented. Carried by roll call vote. (4/1/1). **Ordinance #2013-7.**

Ayes: Trustees: Hinshaw, O'Laughlin, Schnaufer, Walsh

Nays: Wittenberg

Absent: Bailey

MAYOR'S REPORT – RICHARD ANDREWS

Mayor Andrews reported that the deadline for Village vehicle stickers to be purchased at the regular price is July 15th and effective Tuesday, July 16th the price will double and citations may be issued. Mayor Andrews stated there were some discussions and concerns about people that do not buy vehicle stickers and he asked the police department to be vigilant with enforcement of the ordinance.

Mayor Andrews stated that he recently received a report from Insured Services Organization concerning the Pleasantview Fire Protection District, it was good timing as a follow-up to Trustee Hinshaw's mention at the May Board meeting about an ISO rating and that he received a reduced homeowner premium as a result of that new fire department rating. Mayor Andrews stated the report from the Insured Services Organization advised input was received from the fire department as well as a response that Superintendent Santen provided on behalf of the Village of Indian Head Park. He noted the Pleasantview Fire Protection District received a classification as number 2 on a scale of 1 to 10 (#1 being the highest), there are only seven other communities that have a higher rating so we have a very good fire protection district. Mayor Andrews noted, Trustee Hinshaw pointed out in May, these numbers are used to determine what we pay on our homeowner insurance premiums and property owners may wish to contact their insurance company to determine if their rate is based on a class 2 fire department rating.

Trustee Walsh asked if a sample letter could be placed in the Smoke Signals about the fire department rating so someone could send that to their insurance company. Mayor Andrews asked Trustee Walsh to prepare a letter for the next newsletter about the fire department rating which he agreed to do.

Mayor Andrews stated the Secretary of State sent out a letter to all municipalities explaining that beginning in 2014 the State of Illinois is introducing a new law regarding four different types of disability parking placards with various coding and permanent plates depending on what someone would qualify for to receive a placard or plate. He noted (yellow/gray) would exempt someone from paying for a parking meter, others could still park in designated handicap parking spaces, some would be issued for temporary situations and others for permanent disabilities or companies that transport people with disabilities. Mayor Andrews stated if someone parks in a handicap parking space the minimum fine is \$250 and if someone has a disability parking placard and is misusing it the fine could be \$600. He noted Dave Brink will post further information about this program on the Village website.

Mayor Andrews reported that the Village received a check from the Timber Trails Development Company as a first check in their renewed commitment to pay the balance of the impact fees to Indian Head Park that were committed to the Village back when Timber Trails was going forward prior to the downturn in the economy. He pointed out the Village previously collected \$300,000 of the \$500,000 that was negotiated for Indian Head Park and the developer at the time also paid for the sidewalk along Plainfield Road on the south side of the street. Mayor Andrews stated the current developer has agreed to reimburse in a gradual fashion based on actual building and selling units and issuing an occupancy permit, on the first ten occupancy permits the Village will receive \$1,000 each (as of the end of May there have been 7 and a check for

\$7,000 was received), three more will be another \$1,000 each and the next thirty will be \$2,000 per occupancy permit and thereafter the next thirty will be \$3,000 each and the last twelve will be \$5,000 for each occupancy permit issued. Mayor Andrews stated there are 280 units that are planned to be sold in the development and occupancy on the first 72 will be the \$200,000 committed to the Village of Indian Head Park. Mayor Andrews stated his preference is the money coming in from the Timber Trails project be allocated for street maintenance but that it is not his sole decision to make and the Board will have to decide at a future time on how to earmark those funds. He asked Dave Brink to place the incoming funds in a separate general fund account.

APPROVAL OF FINANCIAL REPORT

Financial Report for the Month ending May 31, 2013

Treasurer Busa presented the financial report for the month ending May 31, 2013. For the month of May, he noted: total revenues were \$258,365.81; expenditures were \$426,860.58 and fund balances in all accounts at the end of May were \$1,301,472.06. Treasurer Busa noted Cook County sent the real estate tax bills and the first collection of the bulk of the Village's portion should start coming in fairly soon by the end of August.

Trustee Hinshaw stated on register 734 there is a payment to the West Central Cable Agency for \$1,327.00. Dave Brink stated the Village gets PEG (Public Education and Governmental Television fees). He noted A T & T's part is 1% of the gross revenues and when A T & T U-Verse started it was requested that they send the 1% fees to the West Central Cable Agency, which Indian Head Park is one of five towns in that group (the other four are Western Springs, LaGrange, LaGrange Park and Riverside). Dave Brink stated these five communities are the original five towns that were part of Jones Intercable surrounded in a sea of Media One and that is how Indian Head Park ended up in a governmental agreement. He noted A T & T only obliged to LaGrange to send the 1% PEG fees carved out from the 5% franchise agreement fees so the cable agency get LaGrange's directly and the other four towns one check is received with a breakdown of the franchise fees, video fee and the 1% PEG fee which belongs to the West Central Cable Agency. Dave Brink stated quarterly payments are received at about \$6,500 for our section and about \$1,300 is the PEG portion that is paid to the West Central Cable Agency.

Trustee Hinshaw stated register 735 there are two bills one for Illini Power Products for \$3,379 and Nicor Gas for \$600. Dave Brink stated Nicor is for natural gas and the Village receives a number of free therms throughout the year and once those are used we pay for gas. Superintendent Santen stated the expense for Illini Power Products was for a stand-by generator for the Public Works facility.

Trustee Schnaufer moved, seconded by Trustee Wittenberg, to approve the financial report for the month ending May 31, 2013, as presented by Treasurer Busa. Carried by roll call vote (5/0/1).

Ayes: Trustees: Hinshaw, O'Laughlin, Schnauffer, Walsh, Wittenberg

Nays: None

Absent: Bailey

APPROVAL OF BOARD MEETING MINUTES

Minutes of the Regular Board Meeting – June 13, 2013

After review of meeting minutes, Trustee Walsh moved, seconded by Trustee Hinshaw, to approve the June 13, 2013 Village Board meeting minutes, as amended. The noted change by Trustee Hinshaw will be reflected in the final copy of the Board minutes. Carried by unanimous voice vote (5/0/1).

AGENDA ITEMS (DISCUSSION AND A POSSIBLE VOTE MAY TAKE PLACE)

1. Approval of Amendment to 2013/2014 Fiscal Year Budget

Dave Brink stated a memo was distributed to the Board based on some items an e-mail from a resident who brought to our attention questions and comments about the budget. He noted one of the questions was a formula error that occurred in the spreadsheet and it was to the tune of about \$68,000. Dave Brink stated that central dispatch fund expenses were normally paid 100% from the E-911 Fund, over time the expenses for central dispatch are more than we receive in E911 revenue and over time the fund became overdrawn. Dave Brink stated the auditors brought to our attention and recommended that the Police Department in the General Fund pick up the difference between the funds to bring the funds back to zero. He noted that in creating the additional line item in the budget in Excel, he found that when adding a line between a section with a formula at the bottom of it the additional amount is automatically included. Dave Brink stated based on the sequence of account numbers in the accounting system and the budget it went to the top of the section and when it is at the top it does not update the formula. He noted when the matter was brought to his attention every formula was checked in the budget, the same thing happened with the Gaming Tax revenue item and the formula did not update. Dave Brink further stated he also asked Treasurer Busa to check all formulas and all formulas should be correct, a budget was passed with a deficit of \$58,061, \$71,250 was part of the Cochise Water Grant with those funds received last fiscal year and spending funds this year, after figuring those items in there was a budget surplus of about \$13,000 and due to the discovery of the formula error and formula error on the revenue side the budget needed to be amended, the \$6,000 from the Building and Grounds Fund was allocated to get the rest of the building on a generator for Village Hall and the replacement dump body in the Public Works Fund was removed from the budget until next year.

Dave Brink noted fixing both formula errors and removing some items to next year resulted in a revised budget deficit of \$69,325 and if taking into account the Cochise Watermain Grant partial funds received will now result in an overall surplus for fiscal year 2013/2014 of \$1,925.00. Mayor Andrews stated in order to balance the budget, the Public Works dump truck body replacement expense of \$36,000 and the \$6,000 for a generator for the Village Hall was deferred to next year and taking into account the \$71,250 from the Cochise Watermain Project last year that will be spent this year the Village is not ending up in quite as much in the black as hoped.

He noted that by correcting the two formula errors in line items and moving some items to next year that are not critical the budget is balanced.

Mayor Andrews stated that he knows mistakes happen and an error occurred from an item that was not initially factored in for central dispatch and he thanked Dave Brink for looking beyond that item to discover there was also \$15,000 in revenue that was not factored in the budget. Trustee O’Laughlin stated in going forward with the 2014/2015 budget it is imperative to start looking at that tomorrow so things like this do not happen because the last few months there was a rush to get the budget done and approved and it is imperative to start working on the 2014/2015 budget tomorrow.

Trustee Hinshaw stated in the memo received by the Board it outlined there was a sentence that Treasurer Busa would double check all the formulas and he asked if that has been done. Treasurer Busa stated he was just made aware of this just recently, he spent the day at the hospital on a personal family matter but the formulas he checked are in order but has not completed a review of all accounts but can finish by tomorrow. Trustee Hinshaw stated unfortunately he missed the last meeting about the Board discussion regarding the budget but he knows that Board needs to approve the appropriations ordinance which is based on the budget. Trustee Hinshaw stated he believes the water revenue should equal the water expenses so it is a wash or even. He noted as of now we are down about \$40,000 more in expenses than revenue so when there is discussion of a balanced budget we are down a little bit but if we talk about what we are going to do next on the agenda, such as infrastructure or replacing a watermain that may cost several thousand dollars the budget will really be down. Trustee Hinshaw stated he does not know how to get the water projects more even if that is what it should be.

Trustee Walsh stated he understands mistakes can happen but in going forward he asked if that the treasurer does check all formulas to be sure they are correct in the budget and to provide the Board with an opinion or assurances if they are correct. Trustee Walsh further stated he is not an accountant but the treasurer is and he should provide a memo to the Board that the formulas are correct and there are no discrepancies. Trustee Hinshaw stated he agrees with Trustee Walsh that mistakes can happen and that he made a mistake before too.

There being no public comments, Mayor Andrews entertained a motion to approve the amendment to the 2013/2014 fiscal year budget as presented by Dave Brink. Trustee Schnauffer moved, seconded by Trustee Walsh, to approve the amendment to the fiscal year 2013/2014 budget as presented. Carried by roll call vote. (4/2/1).

Ayes: Trustees: O’Laughlin, Schnauffer, Walsh

Nays: Hinshaw, Wittenberg

Absent: Bailey

2. Progress Report on Street Maintenance Plan – Alonzo/Bailey/Wittenberg

Frank Alonzo stated a few meetings ago a short discussion took place about starting to look at some planning for streets and infrastructure improvements to determine what needs to be done, he held a meeting with Trustee Wittenberg, Trustee Bailey and Superintendent Santen and after

that meeting some work was done on a street inventory which Superintendent Santen prepared and Trustee Wittenberg placed it in another Excel format for the Board's review. Frank Alonzo noted when the hand written report was prepared by Ed Santen it was a very broad beginning process and the information is shared with the Board at this time and has not been shared with residents at this time because it is so broad and needs to be tightened up. He noted Superintendent Santen and the Village engineer drove the streets, the written report is not scientific, the inventory listed all the streets and some general information about what is needed for each street based on the census between the two of them. Frank Alonzo stated some numbers were added in order of priority and compared it back to the P.A.S.E.R. Road Program in 2009 when the program was last updated before the computer crashed with all the data. Frank Alonzo stated that Trustee Wittenberg found an engineering firm in Wisconsin is still using the P.A.S.E.R. Program and Superintendent Santen has initiated contact with them to possibly get the program back. Frank Alonzo stated the P.A.S.E.R. data from 2009 was compared to the new street inventory, about 20% was added to the figures from 2009 as far as cost for each street and that information was provided to the Board. He noted the Village engineer also did an inventory of all curbs after driving the streets to determine work that is needed and he provided a broad look at things and that needs to be discussed and reviewed with the Public Works committee.

Frank Alonzo stated there may be a street that is in desperate need of repair but for some other reasons we might not want to do that repair on that street and each street repair may need to be dissected individually. He noted that streets in Acacia will be looked at as well as curbs that also may need repairs or maybe crack-filling that is needed. Frank Alonzo stated the report is not a final product, the Board needs to review and consider all items, maybe residents could become involved in discussions also and a tighter plan and figures are needed. Frank Alonzo stated that Superintendent Santen also provided a memo that there are also engineering costs involved with the infrastructure projects, once there is a plan then it can be determined how to proceed, the costs to do the project and whether we can do it.

Trustee Wittenberg stated we are at the collection of information stage and spending time collecting data so that we can sit down and start making priorities to go forward. Trustee Wittenberg further stated at some point the street project information could be shared with everyone with P.A.S.E.R. ratings applied which is a pavement assessment rating and priority rating on how bad a street might be with that information to be incorporated on a spreadsheet and also to determine any other priorities we are going to have.

Trustee Hinshaw stated it is a wonderful start to have this information and he asked about an estimate how long it would take to get this information to the community. Frank Alonzo stated he would work with Superintendent Santen, the engineer and Public Works committee to hopefully have more information within two more Board meetings and the Board would decide at that time whether to share the information with residents. Trustee Hinshaw stated he would like to see a column added to the report on the history of when the last work was done on each street if that is possible, if it can be determined the amount of traffic or weight on each street and some roads may be more important than a cul-de-sac. Frank Alonzo stated there are no main thoroughfares with semi traffic that the Village maintains other than refuse trucks using the streets.

Superintendent Santen stated the P.A.S.E.R. study took those items into account and there are several factors that analyzed typically with formulas and that data will be provided. He noted the Village had all the P.A.S.E.R. data on the roads until the computer crashed, the Village will try to get the data back from that computer and to reconstruct that data will take quite a bit of time and effort. Superintendent Santen stated the current data available will be added to the new software program he is looking and at will provide a fresh new look with all the information following the P.A.S.E.R. software with regard to roadways. He added in his professional opinion this is a good start, it will help the Village and once the plan is fine tuned the Village engineer can become involved to decide whether 2 inches of asphalt is needed or what is the best way to fix the road and there are six or seven roads now in the Village that may need mill and overlay, curb repairs or road reconstruction. Frank Alonzo stated general infrastructure information was also provided listing two to five or five to ten year projects and some of those may relate to streets that also need to be done, some of the watermain are beneath roads that may need to be repaired so that needs to be evaluated so if a road is fixed then there is a watermain break in that area. He noted these are all issues that need to be prioritized and costs determined so discussions can take place by the Board.

Mayor Andrews stated on Arrowhead Trail as an example the sewer and watermain is not under the payment but in the right-of-way on the sides of the road so potentially doing that street paving would not require the street to be dug up if there is a future watermain break. Frank Alonzo stated there are separate project plans, all infrastructure plans will need to be reviewed and Bill McConaughy the Village Arborist is also working on a parkway tree plan showing diseased trees in the parkways to factor that into future planning.

Tom Hinshaw stated again it is a great start and in looking at the water capital project, an amount of \$270,000 for water meters was listed and if we did that there would be an off-set reduction in expenses from the old meters to the new meters but not sure if that is true or not. Superintendent Santen stated there are many systems and new water meters can be wireless radio read. Trustee Hinshaw stated if the expense is shown it would be good to show if there is a reduction in labor or material. Trustee Hinshaw asked where the 500,000 gallon water reservoir is located. Superintendent Santen stated the reservoir is located underground behind the Municipal Building at the pump station. Trustee Hinshaw asked similar to the road program is there a rating for water lines. Superintendent Santen stated when it happens like on Cochise with the watermain where there is a break every 100 feet that tells us it is time to be replaced, watermain break data has been charted for thirty years and the latest watermain leak now is in Acacia with about four breaks and two leaks in thirty feet of watermain that needs to be repaired.

Mayor Andrews stated with regard to the streets when we get to the point where we can determine the number of streets that can be done and the costs, then to the extent there is money in the budget for street maintenance it can be determined how to budget for those expenses. Mayor Andrews thanked Frank Alonzo, Superintendent Santen and Trustees Bailey and Wittenberg for the time they spent on this project.

Joan Metz, of Arrowhead Court, asked that all streets in the Village be included in the study. Superintendent Santen stated all roads will be included and if there are rural cross sections or no curb and gutter that will be noted.

Scott Garon, of Sequoya Lane, asked when the streets are evaluated to determine whether 1 or 2 inches of asphalt need to be added and the costs involved, he asked the Board to take into consideration streets that do not have curbs that may have more wear and tear on the edges from garbage trucks and landscape trucks. He added it might be a waste of money if only 1 or 2 inches of asphalt is added because it might keep breaking away and would a proper repair with a 3 or 4 inch base be put down for a repair. Mr. Garon stated cosmetically the street might look good with a 1 or 2 inch new layer but it may just keep breaking apart again. Frank Alonzo stated the Village will not repair streets for cosmetics, it would not be fair to residents or the Board and until we can determine what needs to be done and the costs a decision cannot be made until the P.A.S.E.R. study is completed. Superintendent Santen stated the Cook County Highway Department has a 100 foot right-of-way from the center line of the road at Sequoya and Wolf Road, which is their responsibility to maintain, if there is a resident concern it will be reported to Cook County and he will make a note of it and gravel and stone reinforcement was added to some shoulder areas for reinforcement.

John Corcoran, of Apache Drive, stated that he heard about prioritization of street repairs encourages that there is an output of a holistic view of what it costs for infrastructure with an annual depreciation of infrastructure to get an idea to know in a year if we are not doing streets repairs we are still incurring wear and tear on streets at a cost. He noted it would be great to see what the total cost would be before we talk about what might be shorter term or more focused. Trustee Wittenberg stated the Board will be looking at some asset management strategies to review streets, water, sewer and all of the assets with good communication to the community.

3. Report on Village Utilities – Trustee Hinshaw

Trustee Hinshaw stated as a new Trustee assigned to utilities he wanted to make a brief presentation about utilities and hopefully to put the information on the Website. Trustee Hinshaw noted the following from his utilities report: (1) the original date of the Nicor Gas agreement was in 1959 with a term of fifty years then year to year thereafter, revenue is about \$50,000 and free therms for Village buildings not to exceed 11,055 therms (2) Comcast we talked a little tonight about the West Central Cable Agency and although we do not get that money we are part of the five communities that receive the revenue of about \$75,000; (3) telecommunications tax collected from cell phones and land line phones (not including 911 surcharge) is about \$135,000; (4) Commonwealth Edison the agreement is year to year with revenue of about \$115,000 and power for IHP public buildings.

Trustee Hinshaw stated he talked to Frank Alonzo about the Comcast agreement that is up at the September of this year and he asked him to start the process of looking into the matter. Mayor Andrews asked if A T & T was included under telecommunications. Trustee Hinshaw stated he is still gathering information about utilities. Dave Brink stated that A T & T U-Verse decided to go with the state-wide franchise, Comcast did not, the revenue amount of \$75,000 includes the money we get from franchise fees from Comcast at about \$60,000 to \$61,000 and the remainder is from A T & T U-Verse.

A resident asked if there is a franchise agreement with Groot refuse services. Dave Brink stated there are no contracts with refuse companies, each association and individuals enter into contracts with the company of their choice, Groot works a large area of the Village but are not required to use that company. Mayor Andrews stated waste hauling is private contracting between a homeowner and the entity and there is no franchise with the Village so anyone can hire any waste hauler. Trustee Wittenberg asked if there is a revenue opportunity to have a Village-wide refuse collection service, maybe there is an incentive from the vendor to provide Village-wide garbage pick-up just like 5% of revenue that comes from Comcast back to the Village and revenue from natural gas and electric. She noted if enough people signed up the vendor might give the Village a franchise fee. Bob Bersin, of Acacia, stated the Board has nothing to do with private contracts for refuse services.

Tom Reynolds, of Indian Head Trail, stated it would only be applicable if the Village signed a contract with Groot and then the homeowner would be assessed a fee and the contract would fall back on the Village in collecting fees. Trustee Hinshaw stated that contracts can be set up in many different ways, we do not collect payments from other utility companies, he thanked Trustee Wittenberg for her comments and appreciates the ideas.

4. Discussion Regarding Changes to Village Municipal Parks Hours Regarding Times Open to the Public – Trustee O’Laughlin

Trustee O’Laughlin stated Blackhawk Park is located in Acacia, Arrowhead Memorial Pointe is located on Plainfield and Wolf and Kelli’s Playground/Sacajawea Park located on Frontage Road and Keokuk. She noted Kelli’s Playground/Sacajawea Park has more equipment geared towards 5 to 12 year olds, currently the park closes at 10:00 p.m. and there is only one street that makes it very dark. Trustee O’Laughlin stated late at night teenagers are drinking and adults are in the park at 10:00 p.m., she proposed to change the hours for use of Sacajawea Park open from dawn to dusk so police when they drive by can stop to see what is going on in the park for the safety of children and the community. Trustee O’Laughlin stated Blackhawk Park is open from 5:00 a.m. to 10:00 p.m. and Arrowhead Pointe and it is just open green space.

Trustee Walsh suggested a sign be placed in the park to give notice to those using the park, it can be difficult to determine to stop someone for probable cause and what is dawn and when is dusk because there are time differences and is it common to have this type of rule or do most parks have specific times or open sunrise to sunset. Chief Alonzo stated that an officer will use discretion on patrol. Counsel Ramello stated some parks have set hours others have open dawn to dusk. Trustee Hinshaw stated it is a good idea and all the parks should be dawn to dusk.

Joan Metz, of Arrowhead Court, stated it is a good idea to set park hours and the Heritage Center should be included because it is a park in a sense with the open lawn next to the building. Joan Metz stated she did not see hours for use of any of the parks on the Website so maybe that could be added. John O’Laughlin, of Keokuk, stated at one time Sacajawea Park was open sunrise to sunset and that becomes an issue in the winter when sunset is 5:30 p.m. and kids are in the park at 7:00 p.m. or 8:00 p.m. after the park closed but now it is 10:00 p.m. and there are teenagers in the park.

Mayor Andrews stated Arrowhead Memorial Pointe is on a busy corner with no place to congregate and there have been no reports of problems at that location because it is open green space and Blackhawk Park is utilized by residents of Acacia and Wilshire Green with limited light at the park after dark and there are no reports of problems at that park.

Trustee Walsh stated he agrees for Sacajawea Park to be open from Sunrise to Sunset as well as the other parks, excluding Blackhawk Park hours of use. Mayor Andrews stated the proposal is to recommend the hours for use of Kelli's Playground/Sacajawea Park, Arrowhead Memorial Pointe and Heritage Center open from sunrise to sunset. Mary Uhrina, of Arrowhead Court, stated sunrise to sunset is published in the paper every day so it is a hard number and it changes every day so it makes sense. She asked if the Heritage Center property is open to the public when the Heritage Center is not open. Trustee Walsh stated the open land next to the Heritage Center is what is being discussed and use of that land has never been defined and further discussion would need to take place to determine if that land can be used as a park.

Counsel Ramello stated the property is open public land owned by the Village so the public can use it unless otherwise defined. Chris Metz, of Arrowhead Court, stated the gate at the Heritage Center has been up for quite some time and he asked what the gate is used for at the property. Mayor Andrews stated there used to be a chain barricade across the entrance to the parking lot and the gate was installed to make it easier to barricade the parking lot when the facility is closed and it is used as needed. Chief Alonzo stated some residents that live close by have asked if they could use the lot to park extra cars when they have guests for special occasions so the gate would be up to allow the public use when the facility is closed. Mayor Andrews stated crossing guards also park in the lot to cross children when school is in session so the gate would be up.

A resident stated the overriding issue is to decide what the status is of the Heritage Center property and the official public access because it is like a park and the parking lot should probably be corded off to prevent people from going in when it is closed. Becky Glasscock, of Acacia Circle, stated she is a docent at the library and access is needed when the facility is open and it is a good idea to designate the open space on the south side of the property as a park. Ann Waters, of Keokuk, stated it would be nice to have an ice-cream social at the Heritage Center and charge a small fee so everyone can see what the library is all about and maybe have a cup of coffee because it is a beautiful place to go.

Tom Reynolds, of Indian Head Trail, stated it is a great idea to use the Heritage Center but it would have to be designated as a park and he would encourage the residents of the Village to use it because everyone has some great ideas. He noted it would be good to designate the open land as a park and set guidelines open for use from sunrise to sunset. Mayor Andrews stated the Board would need to determine and discuss further if the Heritage Center open space on the south side of the property should be designated as a park and other uses with input from residents.

Mayor Andrews entertained a motion to direct Counsel Ramello to prepare an ordinance for the next Board meeting to regulate the hours open to the public for Kelli's Playground/Sacajawea Park and Arrowhead Memorial Pointe open from sunrise to sunset.

Trustee Hinshaw moved, seconded by Trustee O’Laughlin, to direct counsel to prepare an ordinance to regulate hours for use of Kelli’s Playground/Sacajawea Park and Arrowhead Memorial Pointe. Carried by unanimous voice vote (5/0/1).

QUESTIONS AND/OR COMMENTS FROM THE AUDIENCE

Joan Metz, of Arrowhead Court, stated street maintenance was discussed this evening and she asked if there was an update on the proposed 65th Street issue and was that worked out. Mayor Andrews stated he sent a letter to the Township consistent with the input from the Board, he has not received a response but hopes to have an update at the next meeting.

Mayor Andrews stated Trustee Walsh purchased a video camera for taping of Village Board meetings, there is a public participation ordinance that was passed in 2012 which defines the rules pertaining to videotaping of meetings and locations designated for taping and as of tonight we have an official videotape of the meeting and will have an official tape of the meetings going forward and Dave Brink will work on getting a link on the website. Mayor Andrews stated he would like to have a further discussion about videotaping meetings and there is no intention to prohibit it in any manner and some towns have regulations and prohibitions on flash photography.

Chris Metz, of Arrowhead Court, stated there are laws in place that allow videotaping of public meetings, he gave credit to Tom Hinshaw and videotaping of meetings is long overdue. John O’Laughlin, of Keokuk, stated when the contract is renegotiated with Comcast is there any money in the budget to get the meetings on the cable channel as Western Springs does now because some people might want to watch the meetings at home. Mayor Andrews stated that may only apply to Comcast subscribers and that will have to be discussed further.

Tom Reynolds, of Indian Head Trail, stated if there is going to be videotaping our council meetings, that should be one source that would videotape in order to maintain the integrity of the tape and also determine where those tapes would be kept. He added we certainly would not want someone to come in and tape the meetings and edit it so it could wind up on YouTube, further guidelines should be established and certainly we want to be open and allow it but we have to take steps to set the manner in which this will proceed because it is very important. Joan Metz, stated open government allows that anyone can videotape any public meetings, there are some restrictions and limitations but it cannot be restricted. Chris Metz, of Arrowhead Court, stated minutes of meetings can be manipulated as well because they are not always an accurate reflection of everything that happened, they are accurate but do not always include everything. Mayor Andrews stated minutes are not verbatim with a transcript of every word but a summary of what transpired as required by State Statute.

Trustee Hinshaw stated he wished to give credit to his twelve year old son Garrett who wanted to videotape a meeting.

ADJOURNMENT

There being no further business to discuss, Trustee Walsh moved, seconded by Trustee Hinshaw, to adjourn the regular Board meeting at 9:10 p.m. Carried by unanimous voice vote (5/0/1).

Respectfully submitted,
Kathy Leach, Deputy Village Clerk/Recording Secretary